National Student Loan Data System

TEACH Grant Exit Counseling
Extract Record Layouts for Schools

Completion Extract – Ad-Hoc (EXTD01)
Completion Extract – Scheduled (EXTDP1)
Summary by Date Extract – Ad-Hoc (EXTSD1)
Summary by SSN Extract – Ad-Hoc (EXTSS1)
Summary Extract – Scheduled (EXTSP1)

July 25, 2011

1.0 TEACH Grant Exit Counseling Completion Extract for Schools (EXTD01 and EXTDP1)

TEACH Grant Exit Counseling Completion Extract (EXTD01 and EXTDP1) provides school users a detail report of students who have completed TEACH Grant Exit Counseling for the requesting school during a designated timeframe. Output results contain the student's demographic data including reported addresses for student, employer, references, and next of kin, as well as completion date and time of the TEACH Grant Exit Counseling session. This report can be requested ad-hoc through the Web Report List link under the Report tab of the NSLDS Professional Access Web site, or as an automatic scheduled report from the School Profile link under the Org tab of the NSLDS Professional Access Web site.

Ad-Hoc Completion Report (Report ID = EXTD01):
The user is able to select an output Type of Extract or Report (pre-formatted). With the Extract option, the user can choose between Standard (Fixed Width) or Comma Delimited in either the NSLDS or the Direct Loan format. The asterisk (*) in the School Branch ID field retrieves all TEACH Grant Exit Counseling information for students from all branch campuses of the six-digit school OPEID who completed TEACH Grant Exit Counseling. To receive data for a single school branch, enter the two-digit branch code in the School Branch ID field. The user may designate a date range or leave the defaulted dates to receive all cumulative records. The user may also choose a sort order of SSN or Last Name/First Name. The asterisk (*) in the SSN field will retrieve all TEACH Grant Exit Counseling student records according to the other selection criteria. If SAIG is selected as the Output Medium, the processed data is sent to the SAIG mailbox associated with the NSLDS User ID requesting this report. For SAIG delivery with extract type, output is sent with message classes EXNTFFOP (NSLDS Fixed Width), EXNTCMOP (NSLDS Comma Delimited), EXTHFFOP (DL Fixed Width) or EXTHCMOP (DL Comma Delimited). Pre-formatted report output is sent with message class EXTHFMOP. Additional hints for printing the report in Microsoft Word format are available in the Report List Help page.

Scheduled Completion Report (Report ID = EXTDP1):
The user is able to select an output Type of Fixed Width, Comma Delimited or Report (pre-formatted). With the Fixed Width and Comma Delimited options, the user can choose between the NSLDS or Direct Loan format. The user can also request all records for all School Branch IDs associated with the user, or request only those records associated with the user's main School Branch ID (00). The frequency of the report (Daily, Weekly, Monthly and Quarterly; Cancel will end a schedule) will determine the schedule when the output will be automatically generated and sent to the selected SAIG mailbox. For SAIG delivery with extract type, output is sent with message classes EXNTFFOP (NSLDS Fixed Width), EXNTCMOP (NSLDS Comma Delimited), EXTHFFOP (DL Fixed Width) or EXTHCMOP (DL Comma Delimited). Pre-formatted report output is sent with message class EXTHFMOP. Additional hints for printing the report in Microsoft Word format are available in the Report List Help page.

The following sections contain the layout of the header, detail, and trailer records for the NSLDS format and Direct Loan format Fixed Width extract versions of the output. These extract outputs will include one header record, one, more or no detail records, and one trailer record. These

sections also include the layout of the detail record for the NSLDS format and Direct Loan format Comma Delimited extract versions of the output. There are no header and trailer records associated with the Comma Delimited extract outputs either in NSLDS format or Direct Loan format. Each version of the extract requested online will include one or more detail records.

The record layout tables contain the position, data element name, description, field format, and field length as they will appear on the fixed width extract file. It also contains the data element name (with related description), and field format as they will appear on the comma delimited extract file (data elements on this extract will be separated by commas).

1.1 TEACH Grant Exit Counseling Completion Extract Record Layouts for Schools

The following layouts can be found below:
- NSLDS Format – Fixed Width
- NSLDS Format – Comma Delimited
- Direct Loan Format – Fixed Width
- Direct Loan Format – Comma Delimited

1.1.1 NSLDS Format – Fixed Width

The following represents the header, detail, and trailer record layouts for a fixed width extract in NSLDS format:

NSLDS TEACH Grant Exit Counseling Completion Header Record   *Length = 1319*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	1	Record Type	'0' – Represents Header Record.	Char.	1
2	41	Header Title	Value 'TEACH GRANT EXIT COUNSELING COMPLETION'.	Char.	40
42	47	Report ID	Identifier of report. Value is 'EXTDm1'; Where 'm' represents the originating method used to generate the report. Valid values include: 0 = Ad-hoc, P = Scheduled.	Char.	6
48	53	School ID	Code for the school six-digit OPEID being reported on.	Char.	6
54	55	School Branch ID	Code for the school branch being reported. If all school branch campuses are selected (*), this field displays as "%%".	Char.	2
56	63	Begin Date	Lower end of date range.	Date	8
64	71	End Date	Upper end of date range.	Date	8
72	80	SSN	Social Security Number of student being reported on. If all SSNs are selected (*), this field displays as "%%%%%%%%%".	Char.	9
81	81	Submittal Report Type	'C' = Comma delimited. 'E' = Extract data file.	Char.	1
82	89	Submittal Date	Date when the report request is submitted. Format CCYYMMDD.	Date	8
90	95	Submittal Time	Time when the report request is submitted. Format HHMMSS.	Time	6

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
96	103	User ID	NSLDS User ID code of the user making the request.	Char.	8
104	106	ED Servicer ID	Code for the federal loan servicer being reported. If all ED Servicer IDs are selected (*), this field displays as "%%%".	Char.	3
107	1319	Filler	Attribute to complete record length.	Char.	1213

NSLDS TEACH Grant Exit Counseling Completion Detail Record   *Length = 1319*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	1	Record Type	'1' – Represents Detail Record.	Char.	1
2	10	Student SSN	Student Social Security Number.	Char.	9
11	45	Student First Name	Student First Name.	Char.	35
46	80	Student Middle Initial	Student Middle Initial.	Char.	35
81	115	Student Last Name	Student Last Name.	Char.	35
116	123	Student DOB	Student Date of Birth. Format CCYYMMDD.	Date	8
124	188	School Name	School Branch Name.	Char.	65
189	196	OPEID	Attending School Code/School Branch Code.	Char.	8
197	204	Completion Date	Date the student completed their Exit Counseling session. Format CCYYMMDD.	Date	8
205	208	Completion Time	Time the student completed their Exit Counseling session. Format HHMM.	Time	4
209	210	Filler	Attribute to complete record length.	Char.	2
211	240	DL Number	Student's driver's license number.	Char.	30
241	242	DL State	State the student's driver's license was issued.	Char.	2
243	282	Street Address 1	Line 1 of student's current address.	Char.	40
283	322	Street Address 2	Line 2 of student's current address.	Char.	40
323	352	City	City of student's current address.	Char.	30
353	354	State	State of student's current address.	Char.	2
355	356	Country	Country of student's current address.	Char.	2
357	373	Zip Code	Zip or postal code of student's current address.	Char.	17
374	385	Phone Number	Telephone number of student's current address.	Char.	12

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
386	513	E-mail Address	E-mail Address of student.	Char.	128
514	573	Name	Employer of the student.	Char.	60
574	613	Street Address 1	Address Line 1 of student's employer.	Char.	40
614	653	Street Address 2	Address Line 2 of student's employer.	Char.	40
654	683	City	City of student's employer.	Char.	30
684	685	State	State of student's employer.	Char.	2
686	687	Country	Country of student's employer	Char.	2
688	704	Zip Code	Zip code of student's employer.	Char.	17
705	716	Phone Number	Telephone number of student's employer.	Char.	12
717	751	First Name	First name of next-of-kin.	Char.	35
752	786	Last Name	Last name of next-of-kin.	Char.	35
787	826	Street Address 1	Address Line 1 of next-of-kin.	Char.	40
827	866	Street Address 2	Address Line 2 of next-of-kin.	Char.	40
867	896	City	City of next-of-kin.	Char.	30
897	898	State	State of next-of-kin.	Char.	2
899	907	Zip Code	Zip code of next-of-kin.	Char.	9
908	917	Phone Number	Telephone number of next-of-kin.	Char.	10
918	952	First Name	First name of first reference.	Char.	35
953	987	Last Name	Last name of first reference.	Char.	35
988	1027	Street Address 1	Address Line 1 of first reference.	Char.	40
1028	1067	Street Address 2	Address Line 2 of first reference.	Char.	40
1068	1097	City	City of first reference.	Char.	30
1098	1099	State	State of first reference.	Char.	2
1100	1108	Zip Code	Zip code of first reference.	Char.	9
1109	1118	Phone Number	Telephone number of first reference.	Char.	10
1119	1153	First Name	First name of second reference.	Char.	35
1154	1188	Last Name	Last name of second reference.	Char.	35
1189	1228	Street Address 1	Address Line 1 of second reference.	Char.	40
1229	1268	Street Address 2	Address Line 2 of second reference.	Char.	40
1269	1298	City	City of second reference.	Char.	30
1299	1300	State	State of second reference.	Char.	2
1301	1309	Zip Code	Zip code of second reference.	Char.	9
1310	1319	Phone Number	Telephone number of second reference.	Char.	10

NSLDS TEACH Grant Exit Counseling Completion Trailer Record   *Length = 1319*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	1	Record Type	'9' – Represents Trailer Record.	Char.	1
2	10	Record Count	Total count of records.	Num.	9
11	1319	Filler	Attribute to complete record length.	Char.	1309

1.1.2 NSLDS Format – Comma Delimited

The following represents the detail record layout for a comma delimited extract in NSLDS format. Fields with the potential of containing commas will be bound in double quotes in the results:

NSLDS TEACH Grant Exit Counseling Completion Detail Record

Data Element	Description	Field Format
Student SSN	Student Social Security Number	Char.
Comma	Comma	Char.
Student First Name	Student First Name	Char.
Comma	Comma	Char.
Student Middle Initial	Student Middle Initial	Char.
Comma	Comma	Char.
Student Last Name	Student Last Name	Char.
Comma	Comma	Char.
Student DOB	Student Date of Birth Format CCYYMMDD	Date
Comma	Comma	Char.
School Name	Attending School Branch Name	Char.
Comma	Comma	Char.
OPEID	School Code/School Branch Code	Char.
Comma	Comma	Char.
Completion Date	Date the student completed their Exit Counseling session Format CCYYMMDD	Date
Comma	Comma	Char.
Completion Time	Time the student completed their Exit Counseling session Format HHMM	Time

Data Element	Description	Field Format
Comma	Comma	Char.
DL Number	Student's driver's license number	Char.
Comma	Comma	Char.
DL State	State in which the student's driver license was issued	Char.
Comma	Comma	Char.
Street Address 1	Line 1 of student's current address	Char.
Comma	Comma	Char.
Street Address 2	Line 2 of student's current address	Char.
Comma	Comma	Char.
City	City of student's current address	Char.
Comma	Comma	Char.
State	State of student's current address	Char.
Comma	Comma	Char.
Country	Country of student's current address	Char.
Comma	Comma	Char.
Zip Code	Zip or postal code of student's current address	Char.
Comma	Comma	Char.
Phone Number	Telephone number of student's current address	Char.
Comma	Comma	Char.
E-mail Address	E-mail Address of student	Char.
Comma	Comma	Char.
Name	Employer of the student	Char.
Comma	Comma	Char.
Street Address 1	Address Line 1 of student's employer	Char.
Comma	Comma	Char.
Street Address 2	Address Line 2 of student's employer	Char.
Comma	Comma	Char.
City	City of student's employer	Char.
Comma	Comma	Char.
State	State of student's employer	Char.
Comma	Comma	Char.
Country	Country of student's employer	Char.
Comma	Comma	Char.
Zip Code	Zip code of student's employer	Char.

Data Element	Description	Field Format
Comma	Comma	Char.
Phone Number	Telephone number of student's employer	Char.
Comma	Comma	Char.
First Name	First name of next-of-kin	Char.
Comma	Comma	Char.
Last Name	Last name of next-of-kin	Char.
Comma	Comma	Char.
Street Address 1	Address Line 1 of next-of-kin	Char.
Comma	Comma	Char.
Street Address 2	Address Line 2 of next-of-kin	Char.
Comma	Comma	Char.
City	City of next-of-kin	Char.
Comma	Comma	Char.
State	State of next-of-kin	Char.
Comma	Comma	Char.
Zip Code	Zip code of next-of-kin	Char.
Comma	Comma	Char.
Phone Number	Telephone number of next-of-kin	Char.
Comma	Comma	Char.
First Name	First name of first reference	Char.
Comma	Comma	Char.
Last Name	Last name of first reference	Char.
Comma	Comma	Char.
Street Address 1	Address Line 1 of first reference	Char.
Comma	Comma	Char.
Street Address 2	Address Line 2 of first reference	Char.
Comma	Comma	Char.
City	City of first reference	Char.
Comma	Comma	Char.
State	State of first reference	Char.
Comma	Comma	Char.
Zip Code	Zip code of first reference	Char.
Comma	Comma	Char.
Phone Number	Telephone number of first reference	Char.

Data Element	Description	Field Format
Comma	Comma	Char.
First Name	First name of second reference	Char.
Comma	Comma	Char.
Last Name	Last name of second reference	Char.
Comma	Comma	Char.
Street Address 1	Address Line 1 of second reference	Char.
Comma	Comma	Char.
Street Address 2	Address Line 2 of second reference	Char.
Comma	Comma	Char.
City	City of second reference	Char.
Comma	Comma	Char.
State	State of second reference	Char.
Comma	Comma	Char.
Zip Code	Zip code of second reference	Char.
Comma	Comma	Char.
Phone Number	Telephone number of second reference	Char.

1.1.3 Direct Loan Format – Fixed Width

The following represents the header, detail, and trailer record layouts for a fixed width extract in Direct Loan format:

DL TEACH Grant Exit Counseling Completion Header Record   *Length = 160*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	10	Record Identifier	'TEACH HDR '.	Char.	10
11	14	Record Length	'0160'.	Char.	4
15	40	Batch ID	' 999999CCYYMMDDHHMMSS' Where: The first six characters are blank. 999999 = First six digits of Attended OPEID. Format CCYYMMDD = Date batch created. Format HHMMSS = Time batch created.	Char.	26
41	48	OPEID	Attending School Code/School Branch Code.	Char.	8
49	68	Filler	Attribute to complete record length.	Char.	20

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
69	76	Process Date	Date the extract was created. Format CCYYMMDD.	Date	8
77	160	Filler	Attribute to complete record length.	Char.	84

DL TEACH Grant Exit Counseling Completion Detail Record   *Length = 160*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	9	Student SSN	Student Social Security Number.	Char.	9
10	17	Student DOB	Student Date of Birth. Format CCYYMMDD.	Date	8
18	33	Student Last Name	Student Last Name.	Char.	16
34	45	Student First Name	Student First Name.	Char.	12
46	46	Student Middle Initial	Student Middle Initial.	Char.	1
47	54	Completion Date	Date the student completed their Exit Counseling session. Format CCYYMMDD.	Date	8
55	62	Completion Time	Time the student completed their Exit Counseling session. Format HHMMSSNN.	Time	8
63	87	Street Address 1	Recipient's Permanent Street Address Line 1.	Char.	25
88	112	Street Address 2	Recipient's Permanent Street Address Line 2.	Char.	25
113	128	City	Recipient's Permanent Address City.	Char.	16
129	130	State	Recipient's Permanent Address State.	Char.	2
131	139	Zip Code	Recipient's Permanent Address Zip. Format 999999999.	Char.	9
140	149	Phone Number	Recipient's Permanent Home Telephone Number. Format 9999999999.	Char.	10
150	160	Filler	Attribute to complete record length.	Char.	11

DL TEACH Grant Exit Counseling Completion Trailer Record   *Length = 160*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	10	Record Identifier	'TEACH TLR '.	Char.	10
11	14	Record Length	'0160'.	Num.	4

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
15	40	Batch ID	' 999999CCYYMMDDHHMMSS' Where: The first six characters are blank. 999999 = First six digits of Attended OPEID Format CCYYMMDD = Date batch created. Format HHMMSS = Time batch created.	Char.	26
41	46	Number of Records	Number of records included in the batch.	Num.	6
47	160	Filler	Attribute to complete record length.	Char.	114

1.1.4 Direct Loan Format – Comma Delimited

The following represents the detail record layout for a comma delimited extract in the Direct Loan format. Fields with the potential of containing commas will be bound in double quotes in the results:

DL TEACH Grant Exit Counseling Completion Detail Record

Data Element	Description	Field Format
Student SSN	Student Social Security Number	Char.
Comma	Comma	Char.
Student DOB	Student Date of Birth Format CCYYMMDD	Date
Comma	Comma	Char.
Student Last Name	Student Last Name	Char.
Comma	Comma	Char.
Student First Name	Student First Name	Char.
Comma	Comma	Char.
Student Middle Initial	Student Middle Initial	Char.
Comma	Comma	Char.
Completion Date	Date the student completed their Exit Counseling session Format CCYYMMDD	Date
Comma	Comma	Char.
Completion Time	Time the student completed their Exit Counseling session Format HHMMSSNN	Time
Comma	Comma	Char.
Street Address 1	Line 1 of student's current address	Char.
Comma	Comma	Char.

Data Element	Description	Field Format
Street Address 2	Line 2 of student's current address	Char.
Comma	Comma	Char.
City	City of student's current address	Char.
Comma	Comma	Char.
State	State of student's current address	Char.
Comma	Comma	Char.
Zip Code	Zip or postal code of student's current address	Char.
Comma	Comma	Char.
Phone Number	Telephone number of student's current address	Char.

2.0 TEACH Grant Exit Counseling Summary Extract for Schools (EXTSD1, EXTSS1 and EXTSP1)

TEACH Grant Exit Counseling Summary Extract (EXTSD1, EXTSS1 and EXTSP1) provides school users with a summary report of students who have completed TEACH Grant Exit Counseling for the requesting school during a designated timeframe. Output results contain the student's SSN, last name, first name, middle initial, the OPEID code of the school the student is exiting, as well as completion date and time of the TEACH Grant Exit Counseling session. This report can be requested ad-hoc through the Web Report List link under the Report tab of the NSLDS Professional Access Web site, or as an automatic scheduled report from the School Profile link under the Org tab of the NSLDS Professional Access Web site.

Ad-Hoc Summary Reports (Report IDs = EXTSD1 and EXTSS1):
The ad-hoc TEACH Grant Exit Counseling Summary Extract can be requested by Dates or SSNs. Although the report IDs are different, both results utilize the same layout and extract file output message class (by Extract Type, either Fixed Width or Comma Delimited). The Dates option provides the capability to request summary results by Beginning and Ending Dates, or by predefined "Completed in Past" ranges. The SSNs option allows up to 19 SSNs to be requested.

- **Ad-Hoc Summary Report by Dates (Report ID = EXTSD1)**
  The user is able to select an output Type of Extract or Report (pre-formatted). With the Extract option, the user can choose between Standard (Fixed Width) or Comma Delimited. The asterisk (*) in the School Branch ID field retrieves all TEACH Grant Exit Counseling summary information for students from all branch campuses of the six-digit school OPEID who completed TEACH Grant Exit Counseling. To receive data for a single school branch, enter the two-digit branch code in the School Branch ID field. The user may designate a Beginning Date and End Date (leaving the defaulted Beginning and End Dates will retrieve all cumulative records) or select a predefined "Completed in Past" range (completed within the past 10, 30, 60, 90 or 120 days) from the dropdown box. The user may also choose a sort order of SSN or Last Name/First Name. If SAIG, PDF&SAIG or XLS&SAIG are selected as the Output Medium, the processed data is sent to the SAIG mailbox associated with the NSLDS User ID requesting this report. For SAIG delivery with extract type, output is sent with message classes EXTSFFOP (Fixed Width) or EXTSCMOP (Comma Delimited). Pre-formatted report output is sent with message class EXTSFMOP. Additional hints for printing the report in Microsoft Word format are available in the Report List Help page.

- **Ad-Hoc Summary Report by SSNs (Report ID = EXTSS1)**
  The user is able to select an output Type of Extract or Report (pre-formatted). With the Extract option, the user can choose between Standard (Fixed Width) or Comma Delimited. The asterisk (*) in the School Branch ID field retrieves all TEACH Grant Exit Counseling summary information for students from all branch campuses of the six-digit school OPEID who completed TEACH Grant Exit Counseling. To receive data for a single school branch, enter the two-digit branch code in the School Branch ID field. The user may enter up to 19 SSNs without hyphens; at least one SSN is required. The sort order automatically defaults to SSN order. If SAIG, PDF&SAIG or XLS&SAIG are selected as the Output Medium, the

processed data is sent to the SAIG mailbox associated with the NSLDS User ID requesting this report. For SAIG delivery with extract type, output is sent with message classes EXTSFFOP (Fixed Width) or EXTSCMOP (Comma Delimited). Pre-formatted report output is sent with message class EXTSFMOP. Additional hints for printing the report in Microsoft Word format are available in the Report List Help page.

Scheduled Summary Report (Report ID = EXTSP1):
The user is able to select an output Type of Fixed Width, Comma Delimited or Report (pre-formatted). The user can also request all records for all School Branch IDs associated with the user, or request only those records associated with the user's main School Branch ID (00). The frequency of the report (Daily, Weekly, Monthly and Quarterly; Cancel will end a schedule) will determine the schedule when the output will be automatically generated and sent to the selected SAIG mailbox. For SAIG delivery with extract type, output is sent with message classes EXTSFFOP (Fixed Width) or EXTSCMOP (Comma Delimited). Pre-formatted report output is sent with message class EXTSFMOP. Additional hints for printing the report in Microsoft Word format are available in the Report List Help page.

The following sections contain the layout of the header, detail, and trailer records for the Fixed Width extract version of the output. Each extract output will include one header record, one, more or no detail records, and one trailer record. These sections also include the layout of the detail record for the Comma Delimited extract version of the output. There are no header and trailer records associated with the Comma Delimited extract output. Each version of the extract requested online will include one or more detail records.

The record layout tables contain the position, data element name, description, field format, and field length as they will appear on the fixed width extract file. It also contains the data element name (with related description), and field format as they will appear on the comma delimited extract file (data elements on this extract will be separated by commas).

2.1 TEACH Grant Exit Counseling Summary Extract Record Layouts for Schools

The following layouts can be found below:
- Fixed Width
- Comma Delimited

2.1.1 Fixed Width

The following represents the header, detail, and trailer record layouts for a fixed width extract:

NSLDS TEACH Grant Exit Counseling Summary Header Record   *Length = 300*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	1	Record Type	'0' – Represents Header Record.	Char.	1
2	45	Header Title	Value 'TEACH GRANT EXIT COUNSELING SUMMARY BY ' with type: 'DATE' or 'SSN'.	Char.	44
46	51	Report ID	Identifier of report. Value 'EXTSx1'; Where 'x' represents the following valid values: D = by Date, S = by SSN, P = Scheduled.	Char.	6
52	57	School ID	Code for the school being reported on. Asterisk indicates all schools.	Char.	6
58	59	School Branch ID	Code for the school branch being reported on. If all school branch campuses are selected (*), this field displays as "%%".	Char.	2
60	67	Begin Date	Lower end of date range.	Date	8
68	75	End Date	Upper end of date range.	Date	8
76	78	Date Period	Completed in the past number of dates. Values available: 010, 030, 060, 090, 120, or blank.	Char.	3
79	83	Filler	Attribute to complete record length.	Char.	5
84	84	Submittal Report Type	'C' = Comma delimited. 'E' = Extract data file.	Char.	1
85	92	Submittal Date	Date when the report request is submitted. Format CCYYMMDD.	Date	8
93	98	Submittal Time	Time when report request is submitted. Format HHMMSS.	Time	6
99	106	User ID	NSLDS User ID code of the user making the request.	Char.	8

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
107	109	ED Servicer ID	Code for the federal loan servicer being reported. If all ED Servicer IDs are selected (*), this field displays as "%%%".	Char.	3
110	118	SSN 1	SSN 1 request.	Char.	9
119	127	SSN 2	SSN 2 request.	Char.	9
128	136	SSN 3	SSN 3 request.	Char.	9
137	145	SSN 4	SSN 4 request.	Char.	9
146	154	SSN 5	SSN 5 request.	Char.	9
155	163	SSN 6	SSN 6 request.	Char.	9
164	172	SSN 7	SSN 7 request.	Char.	9
173	181	SSN 8	SSN 8 request.	Char.	9
182	190	SSN 9	SSN 9 request.	Char.	9
191	199	SSN 10	SSN 10 request.	Char.	9
200	208	SSN 11	SSN 11 request.	Char.	9
209	217	SSN 12	SSN 12 request.	Char.	9
218	226	SSN 13	SSN 13 request.	Char.	9
227	235	SSN 14	SSN 14 request.	Char.	9
236	244	SSN 15	SSN 15 request.	Char.	9
245	253	SSN 16	SSN 16 request.	Char.	9
254	262	SSN 17	SSN 17 request.	Char.	9
263	271	SSN 18	SSN 18 request.	Char.	9
272	280	SSN 19	SSN 19 request.	Char.	9
281	300	Filler	Attribute to complete record length.	Char.	20

NSLDS TEACH Grant Exit Counseling Summary Detail Record   *Length = 300*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	1	Record Type	'1' – Represents Detail Record.	Char.	1
2	10	Student SSN	Student Social Security Number.	Char.	9
11	45	Student Last Name	Student Last Name.	Char.	35
46	80	Student First Name	Student First Name.	Char.	35
81	115	Student Middle Initial	Student Middle Initial.	Char.	35
116	123	OPEID	Attending School Code/School Branch Code.	Char.	8

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
124	131	Completion Date	Date the student completed their Exit Counseling session. Format CCYYMMDD.	Date	8
132	135	Completion Time	Time the student completed their Exit Counseling session. Format HHMM.	Time	4
136	300	Filler	Attribute to complete record length.	Char.	165

NSLDS TEACH Grant Exit Counseling Summary Trailer Record   *Length = 300*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	1	Record Type	'9' – Represents Trailer Record.	Char.	1
2	10	Record Count	Total count of records.	Num.	9
11	300	Filler	Attribute to complete record length.	Char.	290

2.1.2 Comma Delimited

The following represents the detail record layout for a comma delimited extract. Fields with the potential of containing commas will be bound in double quotes in the results:

NSLDS TEACH Grant Exit Counseling Summary Detail Record

Data Element	Description	Field Format
Student SSN	Student Social Security Number	Char.
Comma	Comma	Char.
Student Last, First Middle Name	Student Last Name comma space Student First Name space Student Middle Name	Char.
Comma	Comma	Char.
OPEID	Attending School Code/School Branch Code	Char.
Comma	Comma	Char.
Completion Date, Completion Time	Date the student completed their Exit Counseling session Format CCYYMMDD space Time the student completed their Exit Counseling session. Format HHMM	Date